

SECURITY INFORMATION

16 September 1952

STAFF TASK GROUP ON FUTURE RESEARCH PROGRAM, ORR

1. Composition

AD/RR (Ex Officio)

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2. General Mission

a. To review the existing program, status reports and suggested programs submitted by economic divisions and branches

b. To prepare a consolidated report to form the basis for final action on an office-wide program of economic research for the period 10 October 1952 - 31 December 1953.

NOTE: Brevity and tabular presentation will be emphasized throughout.

3. Specific Sections Desired in the Report

a. Summary of 1951-52 Major Research Projects

- (1) Arrange by classification list
- (2) Give number, title, date issued or to be issued

b. 1953 Projects by Classification

- (1) Include all items marked "significant" or "critical"
- (2) If not covered by 1953 project, give reason briefly
- (3) Indicate

(a) Number  
(b) Calendar quarter of 1953 in which due  
(c) Title (including area coverage, USSR, European Satellites, China  
(d) Manhours  
(e) Responsible branch or branches  
(f) Working Paper or Formal Report  
(g) Reason for inclusion where not obvious, e.g. Stress in  
Five Year Plan, demands of EDAC, subcommittee recommendations

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c. 1953 Projects by Branch

- (1) Total hours for research
- (2) Hours per project
- (3) Name, number, Working Paper or Formal Report
- (4) Other branches assisting
- (5) Quarter due

d. Supra-branch projects

- (1) Not over 20% of office time to these
- (2) Cash of D/A will have preliminary report on this
- (3) Details as to those recommended

- (a) Scope and title
- (b) Number
- (c) Hours per branch and total
- (d) Quarter due

e. Recapitulation and check

On large matrix sheet put all branches as column headings with total research hours available for each; put all projects, branch and supra-branch, as line headings with total hours for each. In boxes put per-branch hours and then check totals assigned against those available for each branch.

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f. Available research hours are being studied by [REDACTED] on basis of data and recommendations submitted by divisions. Results of this study when approved by AD/RR will be controlling on this program study. Summary of the report on office-wide and median analyst basis will be incorporated as introduction to this program study.

4. Staff group will submit expanded outline to AD/RR in mock-up form by 12 September including any suggestions as to additional items not included in this memorandum. Draft report should be ready by 30 September.

ROBERT AMORY, JR.  
Assistant Director  
Research and Reports